Air Pollution Control Division (APCD) - Construction Permit Application

PLEASE READ INSTRUCTIONS ON REVERSE SIDE.	
1. Permit to be issued to:	
2. Mailing Address:	
3. General Nature of Business:	
SIC code (if known)	
4. Air Pollution Source Description:	
(List permit numbers if existing source,	
	Portable Unit? Yes / No
5. Source Location Address (Include Location Map) If portable, include the initial local	ation and home base location
6. Reason for Application: (Check all that apply)	
Request for Synthetic Minor Permit Company Name Chang	(Complete Section 9 & 10 below) ge (Complete Section 9 below)
Other: Other:	
7. Projected Startup Date:	
	Date Signed
Signature of Legally Authorized Person of Company listed in Section 1	•
	Phone:
Type or Print Name and Official Title of Person Signing Above	Fax:
8. Check appropriate box if you want:	
Copy of preliminary analysis conducted by Division	
To review a draft of the permit prior to issuance	
These sections are to be completed only if a company name change or transfer of ownership has occurred.	
9. Permit previously issued to:	
10. Transfer of Ownership Information Effective Date of Permit Transfer:	
As responsible party for the emission source(s) listed above, I certify that the business associated with this source has been sold, and agree to transfer the permit to said party.	
Signature of Legally Authorized Person of Company listed in Section 9	Date Signed
	Phone:
The standard of the standard o	
Type or Print Name and Official Title of Person Signing Above	Fax:

Mail completed application, APENs, and filing fee to:

Colorado Department of Public Health and Environment Air Pollution Control Division 4300 Cherry Creek Drive South, APCD-SS-B1 Denver, Colorado 80246-1530

Phone: (303) 692-3150

INSTRUCTIONS FOR THE COMPLETION OF THE APPLICATION FOR CONSTRUCTION PERMIT OR PERMIT MODIFICATION FORM

The following instructions for the completion of this form are titled, lettered, and numbered the same as the applicable sections of the form on the other side.

If a section does not apply, write "N/A": **DO NOT LEAVE BLANK**.

NOTE: All information submitted as part of this permit application and all data generated by the Division as part of processing this permit will be considered open to the public unless confidential treatment is requested in writing. All such materials MUST be (1) clearly marked "CONFIDENTIAL" and (2) enclosed in a separate sealed envelope marked "CONFIDENTIAL INFORMATION" to ensure against accidental release. Confidentiality is granted only if the release of such information would result in economic disadvantage to the applicant. If confidentiality is requested, the Division will notify you of its decision and, if denied, allow time for you to present additional evidence justifying the need for confidentiality. In general, confidentiality requests will increase permit processing time. Under no circumstances can emissions data be held confidential.

- 1. **PERMIT ISSUED TO:** List the name of the company (e.g., corporation, partnership, association, individual owner, or governmental agency) to whom the permit is to be issued and who will therefore be responsible for the operation of the source. This company name will be listed on the permit.
- 2. MAILING ADDRESS: This is the address for all correspondence relating to this permit.
- 3. **GENERAL NATURE OF BUSINESS:** List the business activity (dry cleaner, saw mill, furniture manufacturer, commercial printing, etc.). Also, list the Standard Industrial Classification (S.I.C.) for this type of business activity, if known.
- 4. **AIR POLLUTION SOURCE DESCRIPTION:** Provide a brief description of the equipment being permitted and the associated emission controls (e.g., concrete batch plant with baghouses, paint booth with particulate filters). If this source has an existing APCD permit(s), please list all applicable permit numbers.
- 5. **SOURCE ADDRESS:** Do not give a P.O. Box. This is for the physical location of the source. Please include a map that indicates the exact location and shows major topographic features. If the source is portable, include the home base and initial location.
- 6. REASON FOR APPLICATION:

Modification of Permitted Source – A permit modification may be required for changes in emissions, throughput, equipment, etc.

Request for Synthetic Minor –A source that is voluntarily applying for a permit to create federally enforceable permit conditions to limit the potential to emit criteria or hazardous air pollutants in order to avoid other requirements. Public comment must be conducted prior to the issuance of any synthetic minor emission permit.

Administrative Permit Amendments

Transfer of Ownership – A transfer of ownership is required if equipment previously permitted by another company has been purchased. A merger is considered to be a transfer of ownership. Complete sections 9 & 10 of this form.

Name Change – A name change is appropriate if only the name on the permit is to be changed, and there is no transfer of ownership. Complete section 9 of this form

Other - Any other administrative change as defined in Regulation No. 3, Part A, Section I.B.1.

- 7. PROJECTED START-UP DATE: Construction, operation, or modifications prior to receipt of a permit is prohibited by Colorado Statute.
- 8. **DRAFT REVIEW REQUEST:** Review requests will usually add to both processing costs and processing time. Any additional time and charges incurred by the Division in providing a draft and correspondence with the applicant will be billed to the applicant. The Division will consider the request an official extension of the processing deadlines specified by the Act. The extension will consist of the number of days elapsed between Division mailing of the draft permit to the applicant and receipt of the applicant's comments by the Division, not to exceed 15 days. However, the Division is not bound to consider any comments received after the 15 day time period lapses, unless both the Division and the applicant agree to a further extension of the processing deadlines.
- 9. **PERMIT PREVIOUSLY ISSUED TO:** List the name of the company on the most recently issued permit. This section should be completed only if a company name change or transfer of ownership has occurred.
- 10. **TRANSFER OF OWNERSHP:** This section should be completed by the former owner of the permit. Transfer of the permit(s) conveys to the new owner all responsibility, coverage and liability associated with the permit(s). Submission of a transfer of ownership application without a request for permit modification implies that no change is contemplated which would constitute a new or modified air pollution source. A written agreement containing a specific date for transfer of ownership permit will be accepted in lieu of completion of this section of this form.

Submit completed application, APENs, and filing fee to the address below:

APENS: More than one Air Pollutant Emission Notice (APEN) may be needed with this application. Only one application form needs to be completed.

Multiple sources - An APEN is required for each source unless they may be grouped as specified in Regulation No. 3, Part A, Section II.B.4.

Transfer of Ownership - An APEN must be submitted for each individual emission source to be transferred.

Name Change – If a company is changing its name only, and all other procedures and information as stated in the last submitted APEN remains unchanged, then only one APEN for each facility is required.

FEES:

Filing Fee: Permittee must submit \$152.90 per APEN with the application.

Permit Processing Fee: Permittee will be invoiced at the rate of \$76.45 per hour based on the amount of time spent reviewing the application and issuing the permit. Invoices for APEN fees and permit processing fees must be paid before permit will be issued. Once an application is received, all processing time will be charged regardless of whether a permit is issued or not. If a project is cancelled, the division should be notified in writing immediately.

Annual Fees: Annual fees will be billed for each source requiring an APEN to cover the costs of periodic inspections and administration. Annual fees are based on the quantity and type of pollutants emitted. For specific information related to fees see Regulation No. 3, Part A, Section VI.

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http://www.cdphe.state.co.us/ap/stationary.html

Phone: (303) 692-3150